



BOARD OF COMMISSIONERS' MINUTES

Tuesday, January 30, 2018, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:01 AM on January 30, 2018 by Chair of the Board, Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; Deputy Administrator, Natalie Corman; and Executive Assistant, Natalie Bird.

Representatives from the news media included Emma Gosalvez, Sarah Rafacz, and Gary Sinderson.

Visitors present included Eileen Scott.

County personnel present included Bryan Sampsel, David Lomison, Sue Hannegan, Krista Davis, and Norm Spackman.

CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

- A. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board unanimously approved the minutes from the Tuesday, January 23, 2018 Board of Commissioners' meeting.
- B. Commissioner Higgins announced that the check of the week was to the Central Pennsylvania Institute of Science and Technology. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board unanimously approved the check run in the amount of \$1,287,405.20 dated January 26, 2018.
- C. Emergency Communications – Norm Spackman asked the Board to consider a license renewal with Biddle Consulting Group for CritiCall, the testing tool used to test applicants who apply for Public Safety Telecommunication positions. The contract total is \$1,675 for the period of February 5, 2018 through February 4, 2019. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to move this item to next week's Consent Agenda – Dept. 354.

- D. Facilities Management – Margaret Gray presented to the Board an agreement with Brian Lutz Painting for the painting of the Children and Youth Offices. The total cost is \$11,560, which will be paid for by the capital project fund. The agreement includes necessary patching and prep work as well as painting of all walls, doors, and trim. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the agreement with Brian Lutz Painting – Dept. 971.

- E. Sheriff– Bryan Sampsel asked the Board to consider the following items:

- i. Contract renewal for the software maintenance agreement with Teleosoft, Inc. County Suite: Sheriff. The contract total is \$11,687 for the period of April 1, 2018 through March 31, 2019 – Dept. 211.
- ii. Sheriffs Senior Check-In Service grant award agreement from the Pennsylvania Commission on Crime and Delinquency (PCCD) in the amount of \$11,620 for the period of January 1, 2018 through June 30, 2018 – Dept. 211.

Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to move the agreement with Teleosoft and the grant award agreement with PCCD to next week's Consent Agenda.

- F. Planning - Memorandum of Understanding (MOU) for the final subdivision plan of former lot 2R (P.B. __, PG.__) for Happy Valley Stables, LLC; CCPCDO File No. 3-18. This proposal constitutes a final plan submission showing the subdivision of a tract of land containing 64.58 acres into five (5) residential lots as well as corresponding infrastructure to service the proposed subdivision; located along Upper Georges Valley Road (State Route 2010) slightly less than one mile east of its intersection with Egg Hill in Potter Township – Dept. 151.

Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to move the MOU for Happy Valley Stables to next week's Consent Agenda.

- G. Risk Management

- i. Sue Hannegan presented an application to Bellefonte Historical and Architectural Review Board (HARB) for installation of two handrails flanking the side steps to the front entry of the Courthouse. The total cost is \$7,949, which will be funded by Pennsylvania Counties Risk Pool – Dept. 112.
- ii. Krista Davis reviewed the grant application to Pennsylvania Counties Risk Pool (PCoRP) to pay for two handrails to the front entry of the Courthouse. The total cost is \$7,949 – Dept. 112.

Following a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the applications to HARB and PCoRP.

H. Transportation

- i. Dave Lomison requested that the Board approve the purchase of a 2018 Ford Transit 350 XLT raised roof passenger van to replace the van that was destroyed by fire in November 2017 for the Sheriff's Department. The total cost from Tri-Star Ford of Tyrone, Inc. is \$40,610, after the insurance settlement the County will pay \$2,720. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the purchase from Tri-Star Ford of Tyrone – Dept. 532.
- ii. Dave asked the Board to consider a contract renewal with Community Services Group to provide demand response services to the clients of Community Services Group as requested. The contract is for the period of January 1, 2018 through December 31, 2019. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to move this item to next week's Consent Agenda – Dept. 532.

V. CONSENT AGENDA

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Consent Agenda items A-H.

- A. Asset Management Policy – A revised Asset Management Policy that provides for the tagging, inventory, and disposal of assets valued at \$1,000 or more and for IT equipment and software valued at \$100 or more; effective January 1, 2018.
- B. Court Administration - Contract renewal with Matthew Tomrell to provide cleaning services in the MDJ State College/Centre Region. The contract total is \$55.00 per week, a total of \$2,860 for the period of January 1, 2018 through December 31, 2018 – Dept. 257.
- C. District Attorney – Contract renewal with DLT Solutions, LLC to provide software update and license support renewal for the Oracle database, which is the platform for the Prosecutor's Management system to operate. The contract total is \$788.73 for the period of February 18, 2018 through February 17, 2019 – Dept. 221.
- D. MIS/RBA – Contract renewal with Netbrain to provide software maintenance and support for Netbrain software used for county network management. The contract total is \$2,205 for the period of December 11, 2017 through December 10, 2018 – Dept. 142.
- E. Prison – Contract with PCoRP and Dynamic Imaging Systems Inc. to install Corretrak, an electronic documentation software for tracking inmates. This system is used for inmate identification, program attendance, security rounds, and headcount. This program is provided to the County by PCORP. The cost for CorreTrak maintenance will be \$5,93060 for year one, \$8,286.60 for year two, and \$8,286.60 for year three, a total of \$22,503.80 the period of January 30, 2018 through January 29, 2021 – Dept. 333.

F. Planning

- i. Memorandum of Understanding (MOU) for the final land development plan – Bellefonte/State College KOA; CCPCDO File No. 4-18. This proposal constitutes a final plan submission showing the development of thirty (30) additional RV campsites, a satellite bath house, as well as corresponding infrastructure to service the proposed land development activity; located along Jacksonville Road (State Route 0026) approximately two miles east of the Interstate 80 interchange located in Marion Township – Dept. 151.
- ii. Act 13 At Risk Bridge funding increase from \$25,000 to \$84,250 for the replacement of the T-810 Gum Stump Road Bridge in Boggs Township. The total estimated project cost is \$337,000 and the increased funding amount would cover 25% of the cost – Dept. 151.
- iii. 2018 Agricultural Land Preservation Program appropriations totaling \$112,596 funded as follows: \$80,000 standard County allocation, \$15,571 in 2016 Clean and Green Interest, \$6,845 commitment from Ferguson Township under MPP, and \$10,000 commitment from Potter Township under MPP – Dept. 845.

G. Emergency Communications

- i. Contract renewal with Allied Mechanical to provide quarterly preventative maintenance on the 9-1-1 equipment room HVAC unit. The contract total is \$840 for the period of January 1, 2018 through December 31, 2018 – Dept. 354.
- ii. Contract renewal with SBM Electronics for the annual maintenance of the Verint Audiolog Voice Logging Equipment. The contract total is \$24,850.80 for the period of January 31, 2018 through January 30, 2019 – Dept. 354.
- iii. Payment for a contract with MIS Sciences Corporation to provide secondary dispatching services to Fire, EMS, Police, and County agencies that the Communications Center dispatches for. This secondary dispatch service provides mass distribution service, which is used to alert field units in the case of a problem, allowing contact via email, SMS, and voice message. This contract is an automatic renewal; the total cost is \$2,400 for the period of December 1, 2017 through November 30, 2018 – Dept. 354.
- iv. Payment for a contract with Onsolve, LLC to provide CodeRed service to 9-1-1. CodeRed service is used to place large volumes of telephone calls at a high speed to deliver pre-recorded telephone calls to recipients within pre-selected households and businesses for both emergency and non-emergency messages. This contract is an automatic renewal; the total cost is \$9,500 for the period of December 31, 2017 through December 30, 2018 – Dept. 354.

- H. Commissioners – Contract with PFM Financial Advisors LLC (PFM) to provide retainer services related to financial planning, budget and strategic advice and planning, policy development and services related to debt insurance. The contract

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retainer is \$8,000 annually for the period of January 1, 2018 through December 31, 2021 and will automatically renew for additional two (2) year periods – Dept. 111.

VI. RECOGNITIONS

Benjamin Servey and Luke Sepich of Boy Scout Troop 83 of State College earned the Eagle Rank. A Court of Honor was held on January 28th to recognize their achievements.

VII. DISCUSSION ITEMS

- A. Commissioner Higgins welcomed Eileen Scott of Eileen Scott Coaching, the newest tenant in the Bellefonte SpringBoard Incubator. The Incubator is currently offering limited \$5 trial memberships. Eileen describes SpringBoard as a bright inspiring place to work. Eileen offers personal coaching services to individuals, small business people, and entrepreneurs to help guide you through choices to plan and achieve goals. She is planning to host workshops later this month that are expected to cost around \$25 per person.
- B. Commissioner Pipe announced that the Convention and Visitors Bureau is proposing changes for the Tourism Grant to the review committee at their Tuesday, February 20 meeting. Commissioner Dershem called for an executive session to discuss the legal parameters for expended Hotel Tax Funds in Centre County and Commissioner Pipe concurred. Commissioner Higgins said that the Hotel Tax Funds have helped kick off many events in State College. Calling it a phenomenal program, Commissioner Dershem noted this has funded programs not only in State College, but also across the entire County.

VIII. C-NET REQUESTS

IX. REPORTS – ANNOUNCEMENTS

- A. Commissioner Dershem reported there are 107,886 registered voters in Centre County. The precinct of the week is #73, Rush Township South with 251 registered voters. In the November election they had 100 ballots cast for a 39.84% voter turnout.
- B. Announcements

X. EXECUTIVE SESSION REPORT

Margaret announced that the Board will meet in executive session following this meeting.

XI. PUBLIC MEETING SCHEDULE

Tuesday, January 30, 2018

BOC Meeting – 10:00 AM – Room 146WB

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Thursday, February 1, 2018

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Retirement Board – 11:00 AM – Room 146WB

Tuesday, February 6, 2018

BOC Meeting – 10:00 AM – Room 146WB

Thursday, February 8, 2018

Prison Board of Inspectors – 8:00 AM - CCCF

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Tuesday, February 13, 2018

BOC Meeting – 10:00 AM – Room 146WB

Thursday, February 15, 2018

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

XII. ELECTION ANNOUNCEMENTS

Tuesday, February 13, 2018

First day to circulate and file nomination petitions.

Tuesday, March 6, 2018

Last day to circulate and file nomination petitions.

XIII. QUESTIONS FROM THE PRESS

- XIV. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to move into executive session at 10:34 AM. The meeting was adjourned at 10:58 AM.

ATTEST:

Margaret N. Gray

Administrator